

**CITY OF BRENHAM  
PLANNING AND ZONING COMMISSION MINUTES  
February 24, 2020**

*The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription.*

A regular meeting of the Brenham Planning and Zoning Commission was held on February 24, 2020 at 5:15 pm in the Brenham Municipal Building, City Council Chambers, at 200 West Vulcan Street, Brenham, Texas.

Commissioners present:

M. Keith Behrens, Chair  
Dr. Deanna Alfred, Vice Chair  
Calvin Kossie  
Cayte Neil  
Lynnette Sheffield  
Marcus Wamble

Commissioners absent:

Leroy Jefferson (ill)

Staff present:

Shauna Laauwe, Project Planner  
Kim Hodde, Planning Technician

Citizens present:

Josh Blaschke (KWHI)	Jeff Robertson
Alyssa Faykus, Brenham Banner Press	Stephen Grove
Jon Hodde	Jerry Calvert
Ken Burch	

**1. Call Meeting to Order**

Chairman Behrens called the meeting to order at 5:16 pm with a quorum of six (6) Commissioners present.

**2. Public Comments**

There were no public comments.

**3. Reports and Announcements**

Kim Hodde made the following reports/announcements:

- Informed the Commission members that Devyn Addison Doland was born 1-30-20. Stephanie and the baby are both doing well. Stephanie will be out on maternity leave full-time for February and March, working part-time in April then returning full-time in May.
- Welcomed Cayte Neil as the new board member. Cayte replaces Nancy Low who has served faithfully on the Planning and Zoning Commission for many years providing invaluable input. The City of Brenham will have something in the near future to thank Ms. Low for her service.

Shauna Laauwe informed the Commission that City Council approved a committee for the Historic Preservation Ordinance. She asked for two volunteers from the Planning and Zoning Commission. Dr. Deanna Alfred and Cayte Neil volunteered. Keith Behrens volunteered to be an alternate to the committee.

## **CONSENT AGENDA**

### **4. Statutory Consent Agenda**

The Statutory Agenda includes non-controversial and routine items that the Commission may act on with one single vote. A Commissioner may pull any item from the Consent Agenda in order that the Commission discuss and act upon it individually as part of the Regular Agenda.

#### **4-a. Minutes from the January 27, 2020 Planning and Zoning Commission Meeting**

Chairman Behrens asked for any corrections or additions to the minutes as presented. A motion was made by Commissioner Kossie and seconded by Commissioner Sheffield to approve the minutes from the January 27, 2020 meeting, as presented. The motion carried unanimously.

## **REGULAR MEETING**

### **5. Election of a Chairman, Vice-Chairman, Secretary and Deputy Secretary for the Planning and Zoning Commission for 2020.**

Kim Hodde reminded the Commission that a Chair, Vice Chair, Secretary and Deputy Secretary need to be elected/appointed for 2020.

A motion was made by Commissioner Wamble and seconded by Commissioner Sheffield to appoint Keith Behrens as Chair for 2020. There we no other nominations. The motion carried unanimously.

A motion was made by Commissioner Kossie and seconded by Commissioner Wamble to appoint Deanna Alfred as Vice Chair for 2020. There we no other nominations. The motion carried unanimously.

A motion was made by Commissioner Behrens and seconded by Commissioner Kossie to appoint Lynnette Sheffield as Secretary for 2020. There we no other nominations. The motion carried unanimously.

A motion was made by Commissioner Alfred and seconded by Commissioner Behrens to appoint Calvin Kossie as Deputy Secretary for 2020. There we no other nominations. The motion carried unanimously.

### **6. Discussion and Possible Action on Case No. P-20-005: Final Plat of the Prairie Lea Cemetery, being 29.30 acres of land out of the Phillip H. Coe Survey, A-31 in Brenham, Washington County, Texas.**

Shauna Laauwe presented the staff report for Case No. P-20-005 (on file in the Development Services Department). Ms. Laauwe stated that Prairie Lea Cemetery desires to expand the existing cemetery. Since the subject site (29.30-acres) was not previously platted, a preliminary and final plat is required. The preliminary plat was approved by the Planning and Zoning Commission on December 16, 2019. This is the Final Plat to complete this process. Engineering and Development Services have reviewed the proposed Final Plat for compliance with the City of Brenham's applicable regulations and ordinances and recommends approval of this plat as presented.

A motion was made by Commissioner Alfred and seconded by Commissioner Kossie to approve the Final Plat of the Prairie Lea Cemetery, as presented. The motion carried unanimously.

**7. Discussion and Possible Action on Case No. P-20-006: Preliminary Plat of the Century Hill Subdivision, Lots 1-8, being 19.42 acres of land and 0.51 acres dedicated for public right-of-way, for a total of 19.93 acres out of the P. & A. Hope Survey, A-62 in Washington County, Texas.**

Shauna Laauwe presented the staff report for Case No. P-20-006 (on file in the Development Services Department). Ms. Laauwe stated that the subject 19.93 acres of land is within the City of Brenham's Extraterritorial Jurisdiction (ETJ) and is located approximately one mile north of Linda Anderson Park. The applicant desires to develop the property by dividing it into eight residential lots. Included in this proposed plat is a 0.509-acre dedication for public right-of-way along Old Independence Road, a portion of the land at the intersection of Old Independence Road and Ike Lane, and the land between Ike Lane and the existing fence line. Old Independence Road is projected to be a future major collector street in the City of Brenham's Thoroughfare Plan. This dedication will insure the necessary 40 feet of right-of-way needed on the east side of the centerline of Old Independence Road for this future expansion. Engineering and Development Services have reviewed the proposed Final Plat for compliance with the City of Brenham's applicable regulations and ordinances and recommends approval of this plat as presented.

A motion was made by Commissioner Sheffield and seconded by Commissioner Kossie to approve the Preliminary Plat of the Century Hill Subdivision, as presented. The motion carried unanimously.

**8. Discussion and Possible Action on Case No. P-20-007: Final Plat of the Century Hill Subdivision, Lots 1-8, being 19.42 acres of land and 0.51 acres dedicated for public right-of-way, for a total of 19.93 acres out of the P. & A. Hope Survey, A-62 in Washington County, Texas.**

Shauna Laauwe presented the staff report for Case No. P-20-007 (on file in the Development Services Department). Ms. Laauwe stated that this is the Final Plat to compliment the Preliminary Plat that was approved in the previous item. Engineering and Development Services have reviewed the proposed Final Plat for compliance with the City of Brenham's applicable regulations and ordinances and recommends approval of this plat as presented.

A motion was made by Commissioner Alfred and seconded by Commissioner Wamble to approve the Final Plat of the Century Hill Subdivision, as presented. The motion carried unanimously.

**9. Discussion and Possible Action on Case No. P-20-008: Final Plat of the Vintage Farms Townhomes, being 13.71 acres of land and being a replat of Reserve "C" and Reserve "D" of the Vintage Farms Subdivision, Phase I, out of the Phillip Coe Survey, A-31 in Brenham, Washington County, Texas.**

Shauna Laauwe presented the staff report for Case No. P-20-008 (on file in the Development Services Department). Ms. Laauwe stated that on October 23, 2017, the Planning and Zoning Commission approved the Preliminary Plat for Vintage Farms Subdivision, Phases I, II and III. Final Plats have been approved for Phase I and II, on November 27, 2017 and June 24, 2019, respectively. This is a Final Plat of the Vintage Farms Townhomes, which is a replat of Reserve "C" and Reserve "D" of the Vintage Farms Subdivision, Phase I, consisting of 13.71 acres of land and the creation of 57 residential townhome lots and corresponding right-of-way and easements. This plat meets all applicable standards of the Planned Development District Ordinance such as reduced lot width, setbacks, average lot size, sidewalks, etc. Engineering and Development Services have reviewed the proposed Final Plat

for compliance with the City of Brenham’s applicable regulations and ordinances and recommends approval of this plat as presented.

In response to Commissioner questions, Ms. Laauwe:

- Stated that Planned Development Districts often have reduced lot widths, setbacks, average lot size, etc.; however, there are certain amenities such as sidewalks that are provided although they are not normally required.
- Clarified that the alley is a private alley that will be used as an emergency access; therefore, parking will not be allowed in the alley.

Chairman Behrens requested that in the future it would be helpful to have an excerpt of the Planned Development District to show what is different that normally required.

A motion was made by Commissioner Kossie and seconded by Commissioner Wamble to approve the Final Plat of the Vintage Farms Townhomes, as presented. The motion carried unanimously.

**10. Adjourn.**

A motion was made by Commissioner Kossie and seconded by Commissioner Sheffield to adjourn the meeting at 5:44 pm. The motion carried unanimously.

*The City of Brenham appreciates the participation of our citizens, and the role of the Planning and Zoning Commissioners in this decision-making process.*

Certification of Meeting Minutes:

M. Keith Behrens  
Planning and Zoning Commission

M. Keith Behrens  
Chairman

March 23, 2020  
Meeting Date

Kim Hodde  
Attest

Kim Hodde  
Staff Secretary

March 23, 2020  
Meeting Date